



Office of the City Engineer

609 West Navajo Street
West Lafayette, Indiana 47906
Phone: 765.775.5130
Fax: 765.775.5249

July 21, 2011

RE: Quotes for Carrolton Blvd Draintile Installation

West Lafayette Engineering Department is requesting quotes for installation of a draintile at 500 Carrolton Blvd and the connection of the draintile to a curb inlet at the intersection of Salisbury St and Carrolton Blvd.

The enclosed Quote Sheet needs to be completed and submitted to the Office of the Clerk-Treasurer, 609 West Navajo Street, West Lafayette, Indiana 47906 in a sealed envelope by 4:00 pm, Friday, July 29, 2011. The envelope should be marked on the outside with the following notation: **Quotes for 500 Carrolton Draintile Installation**. Quotes will be opened publicly and reviewed in the Office of Clerk-Treasurer immediately after the submission time. The Engineering Department plans to issue a purchase order for the lowest responsive, responsible quote.

City of West Lafayette is exempt from Indiana sales tax.

Please contact David Buck at (765) 775-5130 for any additional information or description.

Sincerely,

A handwritten signature in black ink, appearing to read "D.Buck".

David Buck, PE
City Engineer

Enclosure

Cc Fairfield Contractors, Milestone Contractors, F&K Construction, C&C Excavating, Inc., Atlas Excavating, Inc., Simon Construction, Extreme Contractors

Request for Quote

This request of quote is the official notice of needed professional services by the City of West Lafayette (the "City").

The City is requesting quotes for the installation of a draitile in the yard of the specified property and the connection of this draitile to the curb inlet at the specified intersection.

The Contractor shall be responsible for on-site layout and constructing the improvements per the enclosed plans and specifications. The work shall include the coordination of all utilities including pot-holing for exact locations of lines. Signage and traffic control shall be provided per current INDOT requirements and specifications. Times and dates of all lane/intersection closures, signage and traffic control devices shall be coordinated with the Engineering Department and are subject to approval by the City Engineer prior to construction. Any required permits will be provided by the owner.

All work must conform to the City of West Lafayette Standards and Typical Construction Guidelines and Details dated January 1, 2010.

The Contractor shall carry all necessary insurance and bonding coverage as required by the City of West Lafayette. The Contractor shall also provide certificate of insurance to the Board and the City of West Lafayette per the attached Insurance Requirements.

Any questions concerning this Request for Quote should be directed to: David Buck, City Engineer, West Lafayette Engineering Department, (765) 775-5130, dbuck@westlafayette.in.gov.

Purchase of Material and Construction Services for Draintile Installation

Quote Sheet

Quotes will be taken under consideration for the issuance of a purchase order to the most responsive and responsible firm which provides a quote most advantageous to the Board. Construction will be completed according to the schedule outlined in these documents.

The Total Quote amount should include the cost necessary to complete all work described by these documents.

The right is reserved to reject any and all unit prices which are considered excessive. Substitutions for any material will only be allowed with prior approval.

THE TOTAL COST TO PROVIDE ALL MATERIAL, LABOR AND EQUIPMENT NECESSARY TO COMPLETE THE WORK; WORK MAY BEGIN UPON APPROVAL OF THE PROPOSED WORK SCHEDULE BY WEST LAFAYETTE ENGINEERING DEPARTMENT, FOLLOWING THE ISSUANCE OF A PURCHASE ORDER. **WORK IS TO BE COMPLETED BY AUGUST 19, 2011.**

\$ _____

Contractor's Name: _____

Authorized Signature: _____

Date: _____ Phone Number: _____

Specifications

GENERAL REQUIREMENTS: To install a 6" non-perforated draintile and collection basin as indicated on the attached plans and to connect the draintile to the curb inlet at the corner of Salisbury St and Carrolton Blvd.

REQUIRED TIMING: The proposed construction is to be coordinated with West Lafayette Engineering Department. The work shall be completed by no later than August 19, 2011.

EQUIPMENT AND PROFESSIONAL SERVICES TO BE PROVIDED BY CONTRACTOR:

1. All signage and traffic control shall be provided by the contractor and meet current INDOT and City of West Lafayette requirements and specifications.
2. Times and dates of all lane/intersection closures, signage and traffic control devices shall be coordinated with the Engineering Department and are subject to approval by the City Engineer.
3. All work must conform to the City of West Lafayette Standards and Typical Construction Guidelines and Details dated January 1, 2010.
4. All pipe sizes, material and inverts shall be verified by the contractor prior to quote and any discrepancies should be brought to the attention of the West Lafayette Engineering Department.
5. Contractor shall be responsible for all utility locations. Contractor shall pot-hole lines prior to excavation to determine exact location, size and depth.
6. Frame and casting to be provided at City of West Lafayette Street Department at the request of the contractor.
7. Excavation depths and size shall be to the minimum extent possible and shall include all current safety requirements.
8. Do not disturb any trees on the property.
9. Remove and replace sidewalk sections as necessary to make draintile connection to curb inlet.

Additional Information: David Buck, City Engineer, West Lafayette Engineering Department, (765) 775-5130, dbuck@westlafayette.in.gov.

City of West Lafayette Insurance Requirements

The Contractor shall furnish to the City an acceptable performance and payment bond in the amount of one hundred percent (100%) of the contract price including subsequent modifications of work and contract price. Said bond shall secure the Contractor's performance, and payment of labor, materials, subcontractors, supplies and any furnishing service. Bid bond shall be written by a surety authorized to do business in the State of Indiana and who maintains at least one (1) established place of business, in the State and in a location of which the continuance is not dependent upon decision of individual personnel of the Surety within the State.

The City of West Lafayette's risk management strategy requires the contractor provide us with evidence of insurance that meets the minimum requirements listed below for this project. This coverage must be placed with an insurance company with an A.M. Best rating of A-:VII or better. Please provide a Waiver of Subrogation in favor of the City of West Lafayette, Indiana as it pertains to Commercial General Liability, Workers Compensation, and Automobile Liability.

Insurance Requirements:

(a) Commercial General Liability (Occurrence Form)

Each Occurrence	\$1,000,000
Products/Completed Operations Aggregate	\$2,000,000
General Aggregate (other than Prod/Comp Ops Liability)	\$2,000,000
Personal & Advertising Injury Liability	\$1,000,000

Coverage shall be subject to a per project or vendor general aggregate provision that names all jobs performed by subcontractor if applicable. The City of West Lafayette, Indiana must be named as an Additional Insured per ISO forms CG2010 and CG2037 or their equivalent. The insurance will be considered primary and noncontributory before any other applicable coverage. Include Waiver of Subrogation in favor of the City of West Lafayette, Indiana.

(b) Automobile Liability \$1,000,000 each accident
If subcontractor at any time transports hazardous materials, subcontractor shall carry appropriate auto pollution coverage. Hired and Non-Owned auto liability coverage is to be included. The insurance will be considered primary and noncontributory before any other applicable coverage. Include Waiver of Subrogation in favor of the City of West Lafayette, Indiana.

(c) Workers Compensation and Employer's Liability

Worker's Compensation	State Statutory Limits
Employer's Liability	
Bodily Injury by Accident	\$1,000,000 ea. accident

Bodily Injury by Disease	\$1,000,000 policy limit
Bodily Injury by Disease	\$1,000,000 ea. employee

Include Waiver of Subrogation in favor of the City of West Lafayette, Indiana.

(d) Umbrella Liability

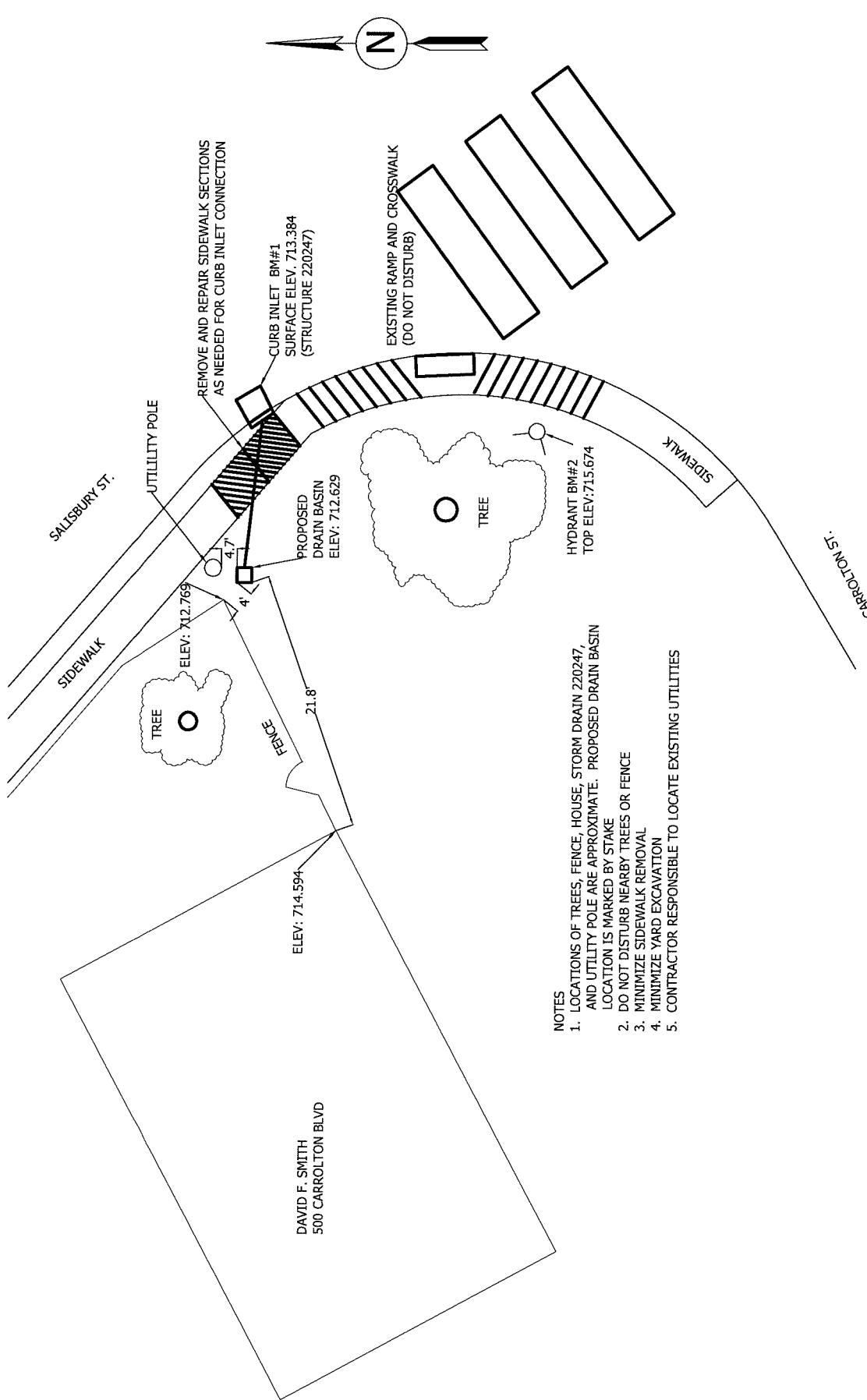
Each Occurrence and Aggregate	\$1,000,000
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(e) Professional Liability (Applicable for Professional Services only rendered to the City) All subcontractors performing design, engineering, surveying, testing, or other professional services shall carry professional liability (errors and omissions) insurance. This policy shall provide at least \$1,000,000 for each occurrence and \$2,000,000 aggregate.

The Contractor shall secure, and maintain throughout the life of this contract, such insurance as will protect himself, the City and the Engineer from claims for bodily injury, death or property damage, arising from the Contractor's operations under the contract documents. Policies shall include the standard rider for coverage under Paragraph 8.03 of Article 8 of these General Conditions. Each policy shall contain a clause providing that such policy shall not be canceled by the insurer until after 30 days written notice, to the City, of intent to cancel. The Contractor shall not commence construction, or any operation pertaining thereto, until he has obtained all insurance required by this paragraph and shall have filed with the City either the insurer's certificate of such insurance or certified copies of the policies.

Indemnity: The Contractor shall indemnify and save harmless the City and agents and employees of the City, and the Engineer and agents and employees of the Engineer, from and against as allowed by law every loss and expense incurred by the City and agents and employees of the City and the Engineer and agents and employees of the Engineer, these and any of them, on account of claim, demand, payment, suit, action, judgment or recovery occurring by reason of, or out of, the work. Said indemnity shall be in the full amount of recovery had against the City and agents or employees of the City and the Engineer and agents and employees of the Engineer, these and any of them, plus such expense as may be incurred in determining and defending against such action, and plus legal fees of Defense Counsel.

Patents and Royalties: If the Contractor uses any design, device, material, method or process covered by patent or copyright he shall provide for such use by legal agreement with the holder of the patent or copyright and shall pay all fees and charges pertaining thereto.



- NOTES
1. LOCATIONS OF TREES, FENCE, HOUSE, STORM DRAIN 220247, AND UTILITY POLE ARE APPROXIMATE. PROPOSED DRAIN BASIN LOCATION IS MARKED BY STAKE
 2. DO NOT DISTURB NEARBY TREES OR FENCE
 3. MINIMIZE SIDEWALK REMOVAL
 4. MINIMIZE YARD EXCAVATION
 5. CONTRACTOR RESPONSIBLE TO LOCATE EXISTING UTILITIES

500 CARROLTON DRAINAGE PLAN
2011-06E

500 CARROLTON BLVD

609 West Navajo Street, West Lafayette, Indiana 47906

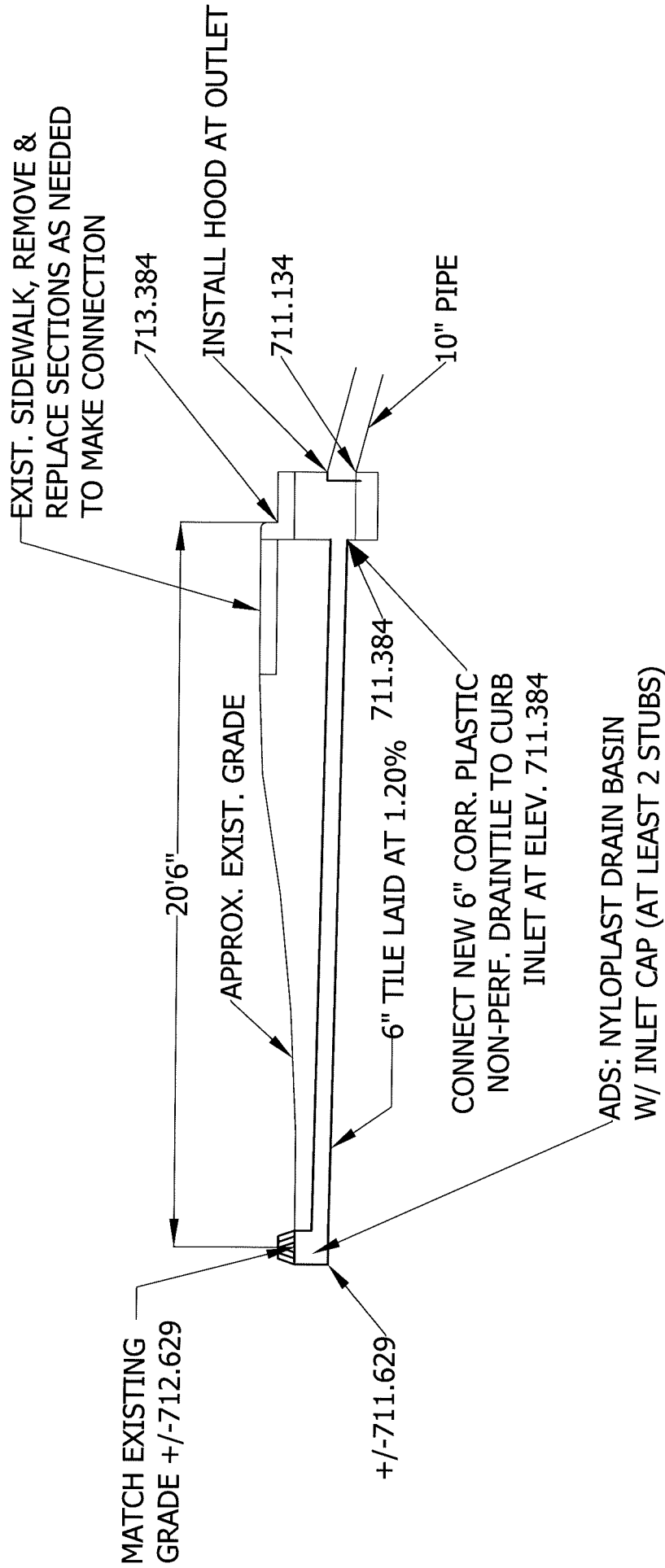
f 765-775-5249

CITY OF
WEST LAFAYETTE

DRAWN BY: AJC-DWD
 CHECKED BY: DMB
 SCALE: NTS
 DATE: 6/29/11
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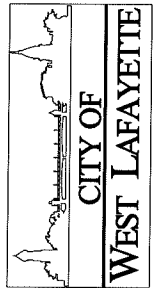
DAVID F. SMITH
500 CARROLTON BLVD



P 765-775-5130

609 West Navajo Street, West Lafayette, Indiana 47906

f 765-775-5249



500 CARROLTON DRAINAGE PROFILE 2011-06E

500 CARROLTON BLVD

DRAWN BY:	AJC-DWD
CHECKED BY:	DMB
SCALE:	NTS
DATE:	7/19/11
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